



COUNTY OF LOS ANGELES

DEPARTMENT OF PUBLIC WORKS

"To Enrich Lives Through Effective and Caring Service"

DONALD L. WOLFE, Director

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ALHAMBRA, CALIFORNIA 91803-1331
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ADDRESS ALL CORRESPONDENCE TO:
P.O. BOX 1460
ALHAMBRA, CALIFORNIA 91802-1460

May 29, 2007

IN REPLY PLEASE

REFER TO FILE: **PJ-1**

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, CA 90012

Dear Supervisors:

**BASSETT COUNTY PARK
GENERAL IMPROVEMENTS PHASE II PROJECT
ADOPT, ADVERTISE, AND AWARD
CONSTRUCTION CONTRACT
C.P. 86489; SPECS. 6619
SUPERVISORIAL DISTRICT 1
3 VOTES**

**JOINT RECOMMENDATION WITH THE CHIEF ADMINISTRATIVE OFFICER AND
THE DIRECTOR OF PARKS AND RECREATION THAT YOUR BOARD:**

1. Find the project categorically exempt from the California Environmental Quality Act (CEQA).
2. Adopt the plans and specifications for Bassett County Park General Improvements Phase II project at an estimated construction cost of \$3,436,841, funded by \$2,200,000 from Vehicle License Fee Gap Loan Special Fund, \$750,000 net County cost from the Chief Administrative Office, \$681,793 net County cost from State Proposition 62, \$518,207 from State Proposition 12 per Capita program, and \$335,000 from the Safe Neighborhood Parks Propositions of 1992 and 1996; and instruct the Executive Officer of the Board to advertise the project for construction bids in accordance with the Instruction Sheet for Publishing Legal Advertisements (Enclosure C).
3. Approve the enclosed Youth Employment Plan (Enclosure B).

4. Authorize the Director of Public Works to execute a Consultant Services Agreement with the apparent lowest responsible bidder to prepare a baseline construction schedule for a \$3,500 not-to-exceed fee, funded by existing project funds.
5. Delegate to the Director of Public Works the authority to determine, in accordance with the applicable Contract and bid specifications, whether the apparent lowest responsible bidder has timely prepared a satisfactory baseline construction schedule and satisfied all the conditions for Contract award, including the criteria adopted by your Board for Contract award; and authorize the Director of Public Works to award and execute the Construction Contract, in the form previously approved by County Counsel, to the apparent lowest responsible bidder and to establish the effective date of the Contract upon receipt by the Director of Public Works of acceptable Performance and Payment Bonds and evidence of required contractor insurance.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTIONS

Approval of the recommended actions will authorize Public Works to advertise for construction bids and award a Construction Contract for the Bassett County Park General Improvements Phase II project.

The proposed project consists of grading and drainage improvements in the multipurpose athletic area, and construction of two soccer fields with synthetic surfaces, infrastructure for future lighting, landscape and irrigation system, tubular steel fencing, and a splash pad play area.

Adopt, advertise, and award Board action is required in order to meet the funding requirement deadlines.

Implementation of Strategic Plan Goals

These actions meet the County Strategic Plan Goals of Fiscal Responsibility and Children and Families' Well-Being by investing in public infrastructure that will enhance activities that promote good health and social and emotional well-being.

FISCAL IMPACT/FINANCING

The estimated Construction Contract cost is \$3,436,841. The total project cost, including plans and specifications, plan review, construction, consultant services, and County services, is estimated at \$4,485,000. The Project Schedule and Budget Summary are included in Enclosure A.

The project funding consists of \$2,200,000 from Vehicle License Fee Gap Loan Special Fund, \$750,000 net County cost from the Chief Administrative Office, \$681,793 net County cost from State Proposition 62, \$518,207 from State Proposition 12 per Capita program, and \$335,000 from the Safe Neighborhood Parks Propositions of 1992 and 1996.

In order to expedite the delivery of this project, we are recommending that your Board authorize the Director of Public Works to award a Contract to the apparent lowest responsible bidder. In no event will a Contract be awarded if the bid received exceeds the fair construction estimate. In such a case, we will return to your Board with a revised project scope of work or funding recommendations.

Operating Budget Impact

Based on the project description and current salary and benefits rates, Parks and Recreation anticipates a one-time start-up cost of \$12,000 for maintenance and storage equipment. In addition, Parks and Recreation anticipates an additional increase of \$170,000 in annual ongoing operating costs for recreational and maintenance staff, supplies, and utilities.

Parks and Recreation will work with the Chief Administrative Office to determine the appropriate operating requirements and available funding and will request funding for the one-time and ongoing costs in its Fiscal Year 2007-08 Final Changes Request. Based on the current project schedule, one-time start-up and ongoing operating costs will be incurred sometime mid-Fiscal Year 2007-08.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

The total project cost includes a 1 percent allocation to the Civic Art Fund per your Board's Civic Art Policy adopted on December 7, 2004.

A standard Construction Contract, in the form previously approved by County Counsel, will be used. The standard Board-directed clauses that provide for Contract termination, renegotiation, and hiring qualified displaced County employees will be included.

The project specifications contain provisions requiring the contractor to report solicitations of improper consideration by County employees and allowing the County to terminate the Contract if it is found that the contractor offered or gave improper consideration to County employees.

As requested by your Board on August 12, 1997, and as a threshold requirement for consideration of Contract award, bidders will be required to attest their willingness to consider Greater Avenues for Independence Program/General Relief Opportunity for Work participants for future employment.

As required by your Board, language has been incorporated into the project specifications stating that the contractor shall notify its employees, and shall require each subcontractor to notify its employees, about Board Policy 5.135 (Safely Surrendered Baby Law) and that they may be eligible for the Federal Earned Income Credit under the Federal income tax laws.

Bidders will also be required to show full compliance with Los Angeles County Code Chapter 2.200 (Child Support Compliance Program) and Chapter 2.203 (Contractor Employee Jury Service Program).

To ensure that the Contract is awarded to a responsible contractor with a satisfactory history of performance, bidders are required to report violations of the False Claims Act, their civil litigation history, and information regarding prior criminal convictions. The information reported will be considered before making a recommendation to award.

ENVIRONMENTAL DOCUMENTATION

The project is categorically exempt from CEQA according to Sections 15302 (c), 15303 (d) and (e), and 15304 (a) and (b) of the State CEQA Guidelines and Classes 2 (e), 3 (a) and (b), and 4 (a) and (c) of the Environmental Document Reporting Procedures and Guidelines, adopted by your Board on November 17, 1987, because the project is limited to reconstruction of two soccer fields that includes grading, drainage, landscaping at existing facilities, and installation of accessory structures.

CONTRACTING PROCESS

Advertising for bids will be in accordance with the County's standard Instruction Sheet for Publishing Legal Advertisements (Enclosure C).

As requested by your Board on February 3, 1998, this Contract opportunity will be listed on the Doing Business with Us website.

If the bid received is within the fair construction estimate, Public Works will proceed with the Contract award. If the bid exceeds the construction estimate, a Contract will not be awarded, and we will return to your Board with a revised project scope of work or funding recommendations.

The Honorable Board of Supervisors
May 29, 2007
Page 5

Participation by Community Business Enterprises (CBE) in the project is encouraged through Public Works' Capital Projects' CBE Outreach Program and by monitoring the good faith efforts of bidders to utilize CBEs.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

This proposed project will renovate a facility already in operation and provide additional recreational opportunities both through the splash pad and the extended availability of the soccer fields. It is anticipated that the project will begin construction in July 2007 and be completed in December 2007.

CONCLUSION

Please return an adopted copy of this letter to the Chief Administrative Office (Capital Projects Division), Parks and Recreation, and Public Works.

Respectfully submitted,

DONALD L. WOLFE
Director of Public Works

DAVID E. JANSSEN
Chief Administrative Officer

RUSS GUINEY
Director of Parks and Recreation

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Enc. 3

cc: County Counsel
Office of Affirmative Action Compliance (Ozie Smith)
Department of Public Social Services (GAIN/GROW Program)

May 29, 2007

ENCLOSURE A

**BASSETT COUNTY PARK
GENERAL IMPROVEMENTS PHASE II PROJECT
ADOPT, ADVERTISE, AND AWARD
CONSTRUCTION CONTRACT
C.P. 86489; SPECS. 6619**

I. SCHEDULE

| Project Activity | Schedule Completion Date |
|-----------------------------|-------------------------------------|
| Construction Documents | 03/09/06* |
| Jurisdictional Approval | 05/16/07* |
| Construction Contract Award | 07/17/07 |
| Construction Start | 07/30/07 |
| Substantial Completion | 12/31/07 |
| Final Acceptance | 02/28/08 |

* Completed

II. PROJECT BUDGET SUMMARY

| Cost Category | Current Project Budget | Impact of this Action | Proposed Project Budget |
|----------------------------|---------------------------------------|--------------------------------------|--|
| Plans and Specifications | \$ 200,000 | \$ 46,024 | \$ 246,024 |
| Plan Review | \$ 15,000 | \$ 4,000 | \$ 19,000 |
| Construction | \$1,678,605 | \$1,758,236 | \$3,436,841 |
| Change Order | 186,512 | 157,172 | 343,684 |
| Utility Connection Fee | <u>20,000</u> | <u>0</u> | <u>20,000</u> |
| Total Construction | \$1,885,117 | \$1,915,408 | \$3,800,525 |
| Miscellaneous Expenditures | \$ 8,000 | \$ 4,000 | \$ 12,000 |
| Civic Art | 0 | \$ 36,828 | \$ 36,828 |
| Consultant Services | \$ 20,000 | \$ 17,000 | \$ 37,000 |
| County Services | \$ 284,975 | \$ 48,648 | \$ 333,623 |
| TOTAL | \$2,449,920 | \$2,035,080 | \$4,485,000 |

May 29, 2007

ENCLOSURE B

**BASSETT COUNTY PARK
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YOUTH EMPLOYMENT PLAN

Background:

The proposed project consists of grading and drainage improvements in the multipurpose athletic area, and construction of two soccer fields with synthetic surfaces, infrastructure for future lighting, landscape and irrigation system, tubular steel fencing, and a splash pad play area.

Task(s) that may be Performed by At-Risk Youth:

No elements of this project were found suitable for segregation from the plans and specifications for separate Contract to be performed by at-risk youth. However, the plans and specifications encourage the contractor to employ at-risk youth on the project.

Youth Employment Goal:

Under the provisions of the Los Angeles County Regional Park and Open Space District policy on employment of youth, the youth employment minimum obligation of the County of Los Angeles is \$15,739,750 (equal to 50 percent of the total maintenance and servicing funding from Proposition A of 1992 and 1996). The County of Los Angeles has met its youth employment goal; however, Parks and Recreation continues to actively pursue employment opportunities for youth on projects that have tasks identified as being appropriate for youth workers.

May 29, 2007

ENCLOSURE C

**BASSETT COUNTY PARK
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PUBLISHING LEGAL ADVERTISEMENTS: In accordance with the State of California Public Contract Code Section 20125, you may publish once a week for two weeks in a weekly newspaper or ten times in a daily newspaper. Forward three reprints of this advertisement to Architectural Engineering Division, Department of Public Works, 900 South Fremont Avenue, 8th Floor, Alhambra, California 91803-1331.

**OFFICIAL NOTICE
INVITING BIDS**

Notice is hereby given that the Director of Public Works will receive sealed bids for furnishing all materials, labor, and equipment required to complete construction for the following work:

| <u>SD</u> | <u>SPECS</u> | <u>PROJECT</u> | <u>BID DOC FEE</u> | <u>DATE OF BID OPENING</u> |
|------------------|---------------------|--|-------------------------------|---------------------------------------|
| 1 | 6619 | Bassett County Park General Improvements Phase II project 510 Vineland Avenue La Puente, CA 91746 | \$50 | 6/26/07 |

Copies of the project manual and drawings may be obtained at the Cashier's office, Department of Public Works, Mezzanine Floor, 900 South Fremont Avenue, Alhambra, California 91803, for the fee stated above. For bid information, please call Mr. Brian Soria of Architectural Engineering Division at (626) 458-2588. Each bid shall be submitted on the required form, sealed, and filed at the Cashier's office no later than 10:45 a.m. on the date indicated. Bids will be publicly opened, examined, and declared by Public Works at 11 a.m. on this date in Conference Room B, 5th Floor, at 900 South Fremont Avenue, Alhambra, California 91803.

Bids must conform to the drawings and project manual and all bidding requirements. This project requires the prime contractor to possess an A license classification at the time of bid. The contractor should verify to his/her satisfaction that he/she holds the correct license for this type of project.

OTHER INSTRUCTIONS

The County supports and encourages equal opportunity contracting. The contractor shall make good faith efforts, as defined in Section 2000 of the Public Contract Code relating to contracting with Community Business Enterprises.

The Board of Supervisors reserves the right to reject any or all bids or to waive technical or inconsequential errors and discrepancies in bids submitted in the public's interest.

Si necesita información en español, por favor llame al Telefono (626) 458-2563.



Upon 72 hours notice, Public Works can provide program information and publications in alternate formats or make other accommodations for people with disabilities. In addition, program documents are available at our main office in Alhambra (900 South Fremont Avenue), which is accessible to individuals with disabilities. To request accommodations ONLY or for more ADA information, please contact our departmental ADA Coordinator at (626) 458-4081 or TDD (626) 282-7829, Monday through Thursday, from 7 a.m. to 5:30 p.m.



Con 72 horas de notificación, el Departamento puede proveerle información y publicaciones sobre el programa y formatos alternativos o hacer adaptaciones para incapacitados. Además, documentación sobre el programa está disponible en nuestra oficina principal en Alhambra (900 South Fremont Avenue), la cual es accesible para individuos con incapacidades. Para solicitar adaptaciones SOLAMENTE o para mas información del ADA, pongase en contacto con nuestro Coordinador del ADA del Departamento al (626) 458-4081 o TDD (626) 282-7829, de lunes a jueves de las 7 a.m. a 5:30 p.m.

By order of the Board of Supervisors of the County of Los Angeles, State of California, dated May 29, 2007.

Specs. 6619

SACHI A. HAMAI, EXECUTIVE OFFICER
OF THE BOARD OF SUPERVISORS
OF THE COUNTY OF LOS ANGELES